

NOTICE OF PUBLIC MEETING OF THE EXECUTIVE DIRECTOR'S HIRING SUBCOMMITTEE

Notice is hereby given to Members of the Arizona State Parks Board (Board) and the general public that the **Executive Director's Hiring Committee** will hold a meeting, open to the public on **Friday, December 12, 2008, at 10:00 a.m.** pursuant to A.R.S. § 38-431.02 and A.R.S. § 41-511.01 *et. seq.* at the **Arizona State Parks Board Room** located at **1300 W. Washington Street, Phoenix, AZ.** The Board may elect to hold an **Executive Session** for any agenda item at any time during the meeting to discuss or consult with its legal counsel for legal advice on matters listed on this agenda pursuant to A.R.S. §38-431.03 (A) (3). **Items on the Agenda may be discussed out of order, unless they have been specifically noted to be set for a time certain.** Public comment will be taken. The Board will discuss and may take action on the following matters.

AGENDA

(Agenda items may be taken in any order unless set for a time certain)

- A. CALL TO ORDER - ROLL CALL – 10:00 A.M.**
- B. INTRODUCTIONS OF SUBCOMMITTEE MEMBERS AND AGENCY STAFF**
- C. APPROVAL OF MINUTES OF MEETING HELD SEPTEMBER 30, 2008**
- D. DISCUSSION ITEMS**
 - 1. Process the Parks Board Will Follow in Recruitment of an Executive Director** – The Subcommittee will discuss the process to follow in the recruitment of an Executive Director to present to the Arizona State Parks Board for their further discussion and/or approval.
 - 2. Options Available to the Subcommittee for the Recruitment to be Followed in the Recruitment of an Executive Director** – The Subcommittee will discuss options available to them for the recruitment to be followed in the recruitment of an Executive Director to present to the Arizona State Parks Board for their further discussion and/or approval.
 - 3. Determine a Recommended Timeline for the Process** – The Subcommittee will determine a recommended timeline to propose to the Arizona State Parks Board for the Process.
 - 4. Determine What Materials the Arizona State Parks Board May Need Prior to Recruitment** – The Subcommittee will determine what documents will be needed prior to the recruitment process begins (PDQ for the position, salary to be offered, questions to ask potential candidates, etc.).
- E. SUBCOMMITTEE ACTION ITEMS**
 - 1. Recommendation of the Process the Parks Board Will Follow in Recruitment of an Executive Director**
 - 2. Recommendations of Options to the Arizona State Parks Board for the Recruitment to be Followed in the Recruitment of an Executive Director**
 - 3. Recommend a Timeline for the Process to the Arizona State Parks Board**
- F. EXECUTIVE SESSION** – Upon a public majority vote, the Board may hold an

Executive Session which is not open to the public for the following purposes:

1. **To discuss or consider employment, assignment, appointment, promotion, demotion, dismissal, salary, discipline or resignation of a public officer, appointee or employee of any public body pursuant to A.R.S. §38-431.03.A.1.**
 - a. **Recruitment of an Executive Director**
 - b. **Questions to Ask Candidates for the Executive Director Position**

G. ACTION TAKEN FROM DISCUSSIONS IN EXECUTIVE SESSION

1. **Recruitment of an Executive Director**
2. **Questions to Ask Candidates for the Position**

H. CALL TO THE PUBLIC – Consideration and discussion of comments and complaints from the public. Those wishing to address the Board must register at the door and be recognized by the Chair. It is probable that each presentation will be limited to one person per organization. Action taken as a result of public comment will be limited to directing staff to study or reschedule the matter for further consideration at a later time.

I. TIME AND PLACE OF NEXT MEETING AND CALL FOR FUTURE AGENDA ITEMS

1. **The Subcommittee will discuss date and location for the next meeting.**
2. **Subcommittee members may wish to discuss issues of interest to the Board and request specific items on future Subcommittee meeting agendas.**

J. ADJOURNMENT

Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks does not discriminate on the basis of disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the acting ADA Coordinator, Karen Farias, (602)364-0632; or TTY(602) 542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.

APPROVED:

William Scalzo, Chairman